

## Type to Learn 4: Agents of Information Student Login and Other Information

Instructions for using the program begin on page 40 of the Type to Learn 4 User Manual. It is available to all faculty on a new Graland Educational Technology wiki: <https://gralandedtech.wikispaces.com/>

**Student Login:** The Macbooks should have a shortcut to Type to Learn on the student dock. If, for some reason it isn't there, try to go to Finder > Applications > Type to Learn 4 or contact the Graland Helpdesk at [helpdesk@graland.org](mailto:helpdesk@graland.org)

**Student User Name** = first initial + last name (up to 12 *lowercase* letters, no spaces, numbers or other characters)

**Student Password** = graland (all lower case)

NOTE: Nicknames and hyphenated or "two parent" last names were used, *lowercase letters only*. **User names are limited to 12 characters.** In most cases, children who had the same user names were in the same family. When that was the case, the older child's user name is the first and second letter + up to 10 letters of the last name.

### Exceptions to the Default Student Login Name

Teacher/Homeroom	Student Name	Login Name
3 - O'Connor	Jay McCormick	wmmccormick
3 - Pease	Christine Moore-Bonbright	cmoorebonbri
	Evan Rumsfeld	evrumsfeld
3 - Stretz	Rasa Humeyumptewa	rhumeyumptew
4 - Coats	Adriana Thompson-Paschett	athompsonpas
	Peter Psaledakis	pepsaledakis
4 - Hughes	Allie Goldblatt	algoldblatt
4 - Williams	Emma Choen	emcohen
5 - Dodge	Willy Cowperthwaite	wcowperthwai
	Marty LaRocque	malarocque
	Meghan Mehra	memehra
	Erin O'Shaughnessy	eoshaughness

**Student Goals:** Accuracy is the primary objective, not speed. Students are tempted to rush through the lessons rather than try to type accurately. Most younger students start having trouble typing without looking at the fourth lesson. All students benefit from adult monitoring and positive reinforcement of the following skills, even when they are not using the typing tutor.

2nd & 3rd Graders - good posture, focus on hands on the home-row keys, using the thumb for spacebar, opposite pinkie on the shift key (rather than Caps Lock), and using both hands (at all times) on the keyboard. They should know the home-row keys by the end of a semester of structured practice.

4th and 5th graders - same foci, however they should remember to slow down in order to learn to make the correct reaches without looking, develop their use of the numbers, punctuation and special characters, as well as improve their accuracy. Many 5th graders can become very proficient keyboarders.

**Teacher Accounts:** Your faculty Macbook will have Type to Learn 4 installed, hopefully in the next day or so. You will find it in Finder > Applications > TTL4 App Alias.

**Each teacher has a student account.** This may be a good way to demonstrate the program. It can also be an alternate account for use if a student is visiting, etc.

**Teacher User Name** = Graland Email User Name (usually first initial + last name)

**Teacher Password** = graland

**Teachers also have a Management account.** This account login will allow you to change preferences for your students, retrieve student data, etc. If desired, you will receive training on this feature in the fall. You can access the teacher management features as part of the program or remotely @ <http://teacher.ttl4.com>

**Teacher Manager User Name** = Graland User Name (first initial + last name)

**Teacher Manager Password** = braobyek (keyboard spelled backwards)